

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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December 7, 2004

FROM: PATRICK J. MEAD, Director
Department of Public Works – Flood Control

**SUBJECT: CONTRACT WITH CALTROP ENGINEERING CORPORATION FOR CONSTRUCTION
CONTRACT MANAGEMENT SERVICES ON THE EMERGENCY BASIN CLEANUP
PROJECTS IN THE SAN BERNARDINO VALLEY FOOTHILLS AREA**

RECOMMENDATION: Acting as governing body of the Flood Control District (District), approve agreement with Caltrop Engineering Corporation in the amount of \$265,000 for Construction Contract Management services on the Emergency Basin Cleanup Projects in the San Bernardino Valley Foothills area.

BACKGROUND INFORMATION: The Department of Public Works, Contracts Division, is responsible for construction contract management for contract construction projects on various County road and flood control facilities. During peak workload periods, the capability of the Department's contract management and inspection staff is exceeded and assistance is necessary to avoid unnecessary delays in project construction. Accordingly, on August 5, 2003, the Board approved issuing a request for proposals (RFP) for construction contract management services in accordance with County Policy No. 11-05. Sixteen proposals were received and evaluated in accordance with the policy. On August 3, 2004, the Board approved the use of the following firms: (1) Caltrop Engineering Corporation of Upland, (2) Parsons Brinckerhoff Construction Services, Inc. of San Bernardino, (3) Harris and Associates of San Bernardino, (4) Psomas of Costa Mesa, (5) Associated Engineers, Inc. of Ontario, and (6) Vali Cooper & Associates, Inc. of Upland, to be used on a rotational basis to provide construction contract management services as needed on various future Board-approved public works contract construction projects from August 3, 2004, through June 30, 2007:

Due to current workload demands, department personnel are not available to provide construction contract management for the emergency basin cleanup projects at various Flood Control facilities in the San Bernardino Valley Foothills area. The proposed agreement is necessary to assure that the projects are constructed in accordance with contract requirements. The agreement is based on hourly rates for the personnel providing the services. The actual cost will be based on the actual hours worked. Department staff has evaluated the hourly rates and determined they are reasonable based on the cost of similar work under current and previous construction management contracts and based on rates indicated in the proposal.

REVIEW AND APPROVAL BY OTHERS: This item was reviewed and approved by County Counsel (Charles S. Scolastico, Deputy, 387-5481) on November 29, 2004, and by the County Administrative Office (Tom Forster, Administrative Analyst, 387-4635) on November 24, 2004.

FINANCIAL IMPACT: The estimated cost for the construction management services is \$265,000. Appropriations for this cost are included in the District's Zone 1, Zone 2, and Zone 3 2004/2005 fiscal year budgets (RFA 091 091 200 2445; RFF 092 092 200 2445; and RFL 093 093 200 2445).

COST REDUCTION REVIEW: The County Administrative Office has reviewed this item and concurs with the District's recommendation because contracting for these needed construction contract management services will allow for the emergency basin cleanup projects to proceed without delay. Once completed,

Record of Action of the Board of Supervisors

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these projects will improve flood protection for a significant portion of the County impacted by last year's Grand Prix and Old Fires. Also, the cost of these construction management services will be financed with District funds; therefore, approval of this item will have no financial impact on the County General Fund.

SUPERVISORIAL DISTRICT(S): 2nd, 3rd, and 5th.

PRESENTER: Patrick J. Mead, 387-7906.

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